NAVY PUBLIC WORKS CENTER
NORFOLK, VIRGINIA
UTILITIES DEPARTMENT

STANDARD OPERATING PROCEDURE / JOB HAZARD ANALYSIS

TITLE

REMOVE UTILITY POLE - DEENERGIZED CIRCUIT

PROCEDURE NUMBER

WC 624 HVE 007

DISTR:
601A
610
620
WC 624

SIGNED:_____
(DATE)

APPROVED:_____
(DATE)

SAFETY PROFESSIONAL:_____
(DATE)

MANAGEMENTOFFICIAL:_____
(DATE)

DATE:_____ **REVISION DATE:**_____

REMOVE UTILITY POLE - DEENERGIZED CIRCUIT

Purpose:

Remove a utility pole in a deenergized circuit.

Potential Energy Sources:
1. Deenergized conductors which have not been properly grounded per Lockout and Tagout procedures.

Tools and PPE:
Tools: Auger truck, shovels, tamp, chain saw, and certified lifting sling. PPE: Nomex coveralls, Nomex hood, insulating rubber gloves, insulating rubber sleeves, hard hat, safety shoes, work gloves, safety glasses, orange vest, safety harness, and back brace if required by back injury prevention and control program. The class of rubber gloves and sleeves will depend on the exposure voltage as per the following: Class 0 - up to 1,000 volts, Class 1 - up to 7,500 volts, Class 2 - up to 17,000 volts, Class 3 - up to 26,500 volts, Class 4 - up to 36,000 volts.

References:
1. PWC Occupational Safety and Health Program Manual, PWCNORVAINST 5100.33E
2. SOP WC 624 HVE 001, Set Up and Secure Bucket/Auger Truck
3. Occupational Safety and Health Standards for General Industry (29 CFR PART 1910): Subpart I, Personnel Protective Equipment; Subpart R, Electrical Power Generation / Transmission / Distribution; Subpart S, Electrical
4. PWC, Code 600, Lockout and Tagout Procedures
5. SOP WC 624 HVE 008; Load, Haul, Unload Utility Pole
6. Electrical Transmission and Distribution Safety Manual, P-1060
7. The Lineman's and Cableman's Handbook, 5th ED

Procedures:
1. Set up bucket truck. Refer to SOP WC 624 HVE 001, Set Up and Secure Bucket/Auger truck for details. Be sure to ground truck if not sure a deenergized circuit has been properly grounded.

2. In order to pull the pole, personnel will wear hard hats, safety shoes, work gloves, and orange vests if work is adjacent to a road or in a parking lot.

3. When operating a bucket truck the following safety rules will be followed.
   a) Only an authorized person, one with a current government license to operate an aerial lift, will operate the bucket.

   b) Do not use the bucket truck if winds exceed the truck manufacture's specified limit.
   c) Do not perform energized work in wet weather, unless an emergency.
   d) Personnel in bucket will wear a safety harness with a lanyard attached to the boom or bucket.
   e) Do not exceed the bucket's weight limitations.
   f) Stand firmly on the floor of the bucket with both feet. Do not sit on the bucket's edge or use planks, ladders, or other such devices.

4. Insulate any deenergized overhead circuits that have not been properly grounded as per Lockout and Tagout procedures. Personnel in the bucket shall wear Nomex coveralls, Nomex hood, safety glasses, safety shoes, insulating rubber gloves and sleeves, and hard hat.

5. Pull pole. Move boom into position and attach boom winch to pole with certified lifting slings. Pull the pole, remove the lifting sling and place the boom back in it's cradle.

If there are any deenergized overhead circuits that have not been properly grounded as per Lockout and Tagout procedures the following procedures will be in effect:

a) personnel assigned to handle pole during removal will wear insulating rubber gloves and insulating rubber sleeves in addition to PPE listed in Step 2.

b) personnel assigned to handle the pole will always wear safety glasses in addition to other required PPE.

c) personnel handling the pole will not place any uninsulated part of their body on the pole.

If the removed pole is in good condition, take to pole to the pole storage location. Follow SOP WC 624 HVE 008; Load, Haul, Unload Utility Pole, to transport pole.

If pole is deteriorated and no longer of use, cut the pole up and haul pieces to disposal site. Personnel will add ear protection and safety glasses to Step 2 PPE. Use proper bending and lifting techniques to load cut pole pieces onto truck. The deteriorated pole can be taken to the disposal site and cut up there. To do this, follow SOP WC 624 HVE 008; Load, Haul, Unload Utility Pole, to transport pole.

6. Backfill and tamp hole. Personnel doing this will add safety glasses to their PPE listed in Step 2. Use shovels to place the dirt back in the hole and pack the dirt firm with a tamp.

7. Secure bucket truck. Refer to SOP WC 624 HVE 001, Set Up and Secure Bucket/Auger Truck, for details.